

MEMORANDUM OF AGREEMENT APPLICATION FOR RESIDENTIAL PROPERTIES

This Memorandum of Agreement application has been developed so that any party interested in conducting a cleanup at a residential property can obtain oversight from the Department. The party and/or the party's authorized agent, interested in conducting the cleanup activities must complete this application in its entirety. The Department can not process any application unless all the information requested is completed and all questions are answered to the satisfaction of the Department. The application **must have an original signature and be notarized**. Once completed the application must be submitted to the following address:

**Division of Remediation Support
Bureau of Risk Management, Initial Notice & Case Assignment
401 East State Street, PO Box 434
Trenton, NJ 08625-0434**

Attention: Bureau Chief, Bureau of Risk Management, Initial Notice & Case Assignment

Answer all questions as completely as possible. If you have any questions when completing this form, it is recommended that you contact the Case Assignment Section at (609) 292-2943 between the hours of 8:00 AM and 5:00 PM for assistance.

This application is for a Memorandum of Agreement which may be granted pursuant to the authority vested in the Commissioner of the New Jersey Department of Environmental Protection (hereinafter "the Department") by N.J.S.A. 13:1D-1 et seq. and N.J.S.A. 58:10B et seq. and the Water Pollution Control Act, N.J.S.A. 58:10A-1 et seq., the Solid Waste Management Act, N.J.S.A. 13:1E-1 et seq. and the Spill Compensation and Control Act, N.J.S.A. 58:10-23.11 et seq. and duly delegated to the Bureau Chief, Division of Remediation Support, Bureau of Risk Management, Initial Notice & Case Assignment pursuant to N.J.S.A. 13:1B-4.

This application is to be used as a formal request for Department oversight of cleanup activities, conducted in accordance with the Technical Rules for Site Remediation (N.J.A.C. 7:26E et seq.) and pursuant to the Procedures for Department Oversight of the Remediation of Contaminated Sites (N.J.A.C. 7:26C et seq.)

The Department will review the application and will respond in writing, as to whether the application is administratively complete. If the application is incomplete the deficiencies shall be listed. If the application is complete, the applicant will be deemed to have entered into an Agreement by rule pursuant to N.J.A.C. 7:26C-3.3.

Upon the applicant's receipt of the Department's written acceptance of the applicant's offer to conduct the remediation, the applicant has a memorandum of agreement with the Department that includes:

1. The application;
2. The Department's written acceptance; and
3. The following provisions:
 - i. The applicant shall pay the Department's oversight costs pursuant to N.J.A.C. 7:26C-9 and this obligation continues, for those oversight costs that have accrued prior to termination, after the Department's termination of the memorandum of agreement.
 - ii. The applicant shall conduct all remediation pursuant to the Technical Requirements for Site Remediation, N.J.A.C. 7:26E.

Additional information about the Underground Storage Tank Finance Act as well as the above referenced regulations can be found on the Internet at **www.state.nj.us/dep/srp**.

MEMORANDUM OF AGREEMENT FOR RESIDENTIAL PROPERTIES

INCIDENT NUMBER: _____ DATE _____

- A. Street Address _____
Municipality _____ County _____ Zip Code _____
Tax Block and Lot Number(s) _____
(Available from the tax assessor's office)
Geographic Boundaries _____
(Adjacent bodies of water, streets or parks)

- B. Party signing this Agreement (contractors cannot sign MOA)
Name _____
Affiliation _____
Address _____
Municipality _____ State _____ Zip Code _____
Phone # _____ Email Address _____

- C. Current Property Owner(s) (If different than B)
Name(s) _____
Street Address _____
Municipality _____ State _____ Zip Code _____

- D. Is this property your primary residence?
Yes ____ No ____ If yes, provide date of occupancy: _____

- E. Select what document(s) are to be submitted and a projected submittal date for the documents.

<input type="checkbox"/>	Remedial Action Workplan	Projected Submittal Date _____
<input type="checkbox"/>	Remedial Action Report	Projected Submittal Date _____

- F. Who will be the contact for all matters of this application?
Name(s) _____
Affiliation _____ Telephone # _____
Street Address _____
Municipality _____
State _____ Zip Code _____ Email address _____

- G. Provide the information requested below on the previous owners of the property and/or the entities who operated at the property.

Name	Owner or Operator	From	To
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

H. Did the discharge occur from an (check appropriate answer):
 _____ Above Ground Storage Tank
 _____ Underground Storage Tank
 _____ Other Please describe _____

I. Did the discharge impact groundwater?
 Yes _____ No _____ Unknown _____

J. Has a loan/grant application pursuant to the Underground Storage Tank Finance Act been filed with the Department?
 Yes _____ No _____

K. Is the property located in a Neighborhood Empowerment Zone as defined in P.L.1996, c.62 (New Jersey Urban Redevelopment Act)?
 Yes _____ No _____ Unknown _____

L. If the discharge involves a substance other than heating oil or was not from a storage tank, please describe the substance, and/or how the discharge occurred.

M. To the best of your knowledge, was the property ever used for purposes other than residential (ie. orchard, farming, etc.)?
 Yes _____ No _____ Describe: _____

SIGNATORY

Date: _____ BY: _____
 Signature

 Print Full Name Signed Above

Date: _____ BY: _____
 Notary Signature (application must be notarized)